

**IN THE UNITED STATES DISTRICT COURT FOR THE  
WESTERN DISTRICT OF MISSOURI  
WESTERN DIVISION**

Seneitra Hall,	)	
	)	
Plaintiff,	)	
v.	)	
	)	No. 4:24-cv-00597-RK
Capital One Bank (USA), N.A.,	)	
	)	
Defendant.	)	

**RULE 16 ORDER**

Pursuant to Rule 16 of the Federal Rules of Civil Procedure, the Court orders as follows:

1. **RULE 26(f) CONFERENCE DEADLINE:** The parties' conference under Fed. R. Civ. P. 26(f) shall take place on or before November 24, 2024.
2. **PROPOSED SCHEDULING ORDER DEADLINE:** Within 14 days of the parties' Rule 26(f) conference, parties must jointly submit a proposed scheduling order utilizing the form provided in Word Format on the Court's web page at <http://www.mow.uscourts.gov/judges/ketchmark> (Exhibit A). Parties shall therefore file a proposed scheduling order on or before December 8, 2024.  
  
Upon receipt of the parties' proposed scheduling order, the Court will generally issue a scheduling order without holding a scheduling hearing.
3. **MEDIATION:** Mediation pursuant to the Mediation and Assessment Program (MAP) shall occur within seventy-five (75) days of the Rule 26(f) conference. Cases assigned to an outside mediator shall file the designation of mediator within fourteen (14) days after the Rule 26(f) conference.
4. **THE COURT'S WEB PAGE:** The following procedures for practicing before Judge Ketchmark can be found on the Court's web page at <http://www.mow.uscourts.gov/judges/ketchmark>: Rule 16 Order, Discovery Dispute Protocol, Oral Argument Permitted for New Lawyers Policy, Courtroom Procedures and Decorum Policy, and Model Jury Instructions.
5. **EXTENSION REQUESTS:** All motions for extension of time must state: (a) the date when the action is/was due; (b) the number and length of the previous extension(s); (c) the cause for the requested extension; and (d) whether or not the requested extension is opposed (agreement by counsel of a requested extension is not binding on the Court).

**IT IS SO ORDERED.**

s/ Roseann A. Ketchmark  
ROSEANN A. KETCHMARK, JUDGE  
UNITED STATES DISTRICT COURT

DATED: October 25, 2024

**IN THE UNITED STATES DISTRICT COURT FOR THE  
WESTERN DISTRICT OF MISSOURI  
DIVISION**

)  
)  
Plaintiff, )  
)  
v. ) No.  
)  
)  
)  
Defendant. )

**SCHEDULING AND TRIAL ORDER**

**[JURY/BENCH] TRIAL**

Pursuant to Rules 16(b) and 26(f) of the Federal Rules of Civil Procedure, and upon consideration of the parties' views in the matter, the following schedule is hereby established:

**I. DISCOVERY PLAN AND SCHEDULING DEADLINES**

<b>Discovery Plan and Scheduling</b>	<b>Guidelines</b>	<b>Deadlines</b>
Joinder of Parties	30 days before discovery deadline	
Amendment of Pleadings	30 days before discovery deadline	
Plaintiff Expert Designation	60 days before discovery deadline	
Defendant Expert Designation	30 days after Plaintiff Expert deadline	
Rebuttal Expert Designation	14 days before discovery deadline	
Discovery Dispute Motions	At least 14 days before discovery deadline	
Completion of Discovery (both fact and expert discovery)	180 days from this proposed order (Local Rule 26.1(c)2)	
Dispositive Motions	30 days after discovery deadline	

EXHIBIT A

## II. COURT CONFERENCES AND TRIAL DATE

<b>Court Setting</b>	<b>Guidelines</b>	<b>Date</b>	<b>Time</b>
Court Status Conference Date	30 days before discovery deadline		
Initial Pretrial Conference Date	30 days before trial		
Final Pretrial Conference Date	Thursday or Friday before trial		
Trial Date	150 days from dispositive motion deadline		8:30 a.m.

## III. PRETRIAL AND TRIAL FILING DEADLINES

<b>Pretrial and Trial Documents</b>	<b>Deadlines</b>
Motions in Limine	14 days prior to initial pretrial conference
Responses to Motions in Limine	7 days prior to initial pretrial conference
Deposition Designations	14 days prior to initial pretrial conference (Fed. R. Civ. P. 26(a)(3))
Objections to Deposition Designations	10 days prior to initial pretrial conference
Cross-Exam Deposition Designations	10 days prior to initial pretrial conference
Objections to Cross-Exam Deposition Designations	7 days prior to initial pretrial conference
Stipulation of Uncontroverted Facts	3 days prior to initial pretrial conference (Local Rule 40.1)
Stipulation of Admissibility of Evidence	3 days prior to initial pretrial conference
Witness List	3 days prior to initial pretrial conference (Fed. R. Civ. P. 26(a)(3))
Exhibit List	3 days prior to initial pretrial conference (Fed. R. Civ. P. 26(a)(3))
Jury Instructions (if jury trial)	14 days prior to trial (Local Rule 40.1 and 51.1)
Trial Briefs	5 days prior to trial (Fed. R. Civ. P. 26(a)(3))
Voir Dire (if jury trial)	5 days prior to trial (Fed. R. Civ. P. 26(a)(3))

### **III. CHAMBERS' PROTOCOL**

1. **COURT CONFERENCES.** (See Section II above). Generally, conferences in Western and St. Joseph Division cases are held at the U.S. District Courthouse in Kansas City, Missouri. Conferences in cases pending in all other divisions (Central, Southern, and Southwestern) are generally held via telephone.

2. **DISCOVERY DISPUTES.** Any discovery motion filed without complying with Local Rule 37.1 will be denied. In the event that a teleconference is needed, contact the Court at (816) 512-5110. Parties are to utilize the discovery dispute protocol on the Court's web page at [www.mow.uscourts.gov/judges/ketchmark](http://www.mow.uscourts.gov/judges/ketchmark).

3. **EXPERT WITNESSES.** Expert witnesses include retained experts as well as fact witnesses from whom expert opinions will be elicited at trial.

For expert witnesses identified in Fed. R. Civ. P. 26(a)(2)(B), the designation shall include an affidavit, containing the disclosures required in Fed. R. Civ. P. 26(a)(2)(B)(i)-(vi). Expert witnesses may testify only as to matters contained in the affidavit described above unless leave of Court is granted upon good cause shown. If a treating physician will testify beyond the treatment they provided, they shall also provide an affidavit containing the disclosures required in Fed. R. Civ. P. 26(a)(2)(B)(i)-(vi).

However, if a treating physician will testify only as to treatment they provided, the requirements of this section may be satisfied by providing a copy of all the treating physician's files, records and notes relating to the treating physician's patient to the opposing party. For the purpose of this paragraph, a "treating physician" is a doctor (including psychiatrist, dentist or other practitioner of the healing arts) retained by a party prior to retaining counsel in this matter.

4. **COMPLETION OF DISCOVERY.** All discovery requests and depositions shall be submitted and/or scheduled prior to the deadline for completion of discovery, and shall allow sufficient time for completion within the time specified by the Federal Rules of Civil Procedure, the Local Rules, and/or orders of this Court.

5. **SUMMARY JUDGMENT MOTIONS.** All motions for summary judgment shall comply with Local Rules 7.0 and 56.1. The response and reply shall set forth (restate) each statement of fact, and additional statement of fact, utilizing the original paragraph number immediately before admitting or denying factual statements.

**IT IS SO ORDERED.**